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17 NOV 1958

MEMORANDUM FOR: Legislative Counsel

SUBJECT : Foreign Language Training Survey --
Further Questions from Mr. Leon Hall

REFERENCE : Your letter of 24 Oct 58 to Staff Director,
Senate Gov't Operations Committee,
enclosing answers to original list of 10
questions posed by Mr. Hall

1. On 3 November 1958 I received a telephone call from Mr. Leon Hall, who gave me orally five additional questions concerning the Agency's foreign language training program. He set no deadline for reply, but stated that he would like to have the answers as soon as they could be supplied conveniently, perhaps in a week or two. I undertook to assemble the data requested and to transmit it through your office.

2. His first two questions had to do with items #3 and #10 of the original list (see Reference), as follows:

a. Reference #3, listing of languages currently taught: indicate the number of students by language; the length of each course; and whether full-time, part-time, or during non-duty hours.

b. Reference #10, list of outside institutions to which we are sending students: indicate the number of students at each of these institutions, the languages being studied, and the length of the course.

The remaining three questions were concerned with additional aspects of the program, as follows:

a. What facilities are being used for language training -- classrooms, laboratories, and equipment (tape recorders, play-back machines, etc.)?

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b. Does the Agency prepare its own language training materials, or are they obtained from outside sources, or are regular language textbooks used?

c. Does the Agency have an incentive program to encourage employees to learn a foreign language? If so, describe.

3. Answers to these five questions are attached.

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Deputy Director of Training

Attachments: a/s

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